





**VINU SHIMAR A/P
KANAGARATNAM
3111026571**


**KIRTHANA A/P
RAJANDERAN
3144000681**


A spiral-bound notebook with a light beige, textured cover. The metal spiral binding is visible on the left side. The text "NOTE TAKING SKILLS" is printed in large, bold, orange letters with a slight shadow effect, centered on the cover.

NOTE TAKING SKILLS


WHY TAKE NOTES

-  **Taking notes helps students to concentrate in class.**
-  **Taking notes develops a sense of listening, allowing the reader to recognize main ideas.**
-  **Makes student an active part of the learning process rather than a passive listener.**
-  **Helps prepare for the exams, quizzes.**








 **Notes often contain informations that generally cannot be found elsewhere (i.e textbooks).**

 **Notes are often a valuable clue for what instructor thinks is important.**

 **Taking notes in class means that you are working the information and processing in every day.**


TAKING NOTES IN CLASS

Before the lecture begins:

-  **Arrive to class on time.**
-  **Sit as near to the front of the room as possible to eliminate distractions.**
-  **Be sure to have read assigned readings before coming to class.**
-  **Make a list of questions from the readings to ask the professor in class.**
-  **Review your notes from previous lecture.**


CORNELL NOTES




- 
- A silver metal spiral binding is visible on the left side of the notebook, with the wire looping through a series of holes.
- **Cornell note taking stimulates critical thinking skills.**
 - **Note taking helps you remember what is said in class.**
 - **A good set of notes can help you work on assignments and prepare for tests outside of the classroom.**



 **Developed in 1949 at Cornell University by Walter Pauk.**

 **Used as part of the AVID curriculum since 1980.**

 **Meant to be easily used as a test study guide.**

What is looks like...

Topic

Heading

Main ideas/ questions

Notes

Summary of
notes- 3-4
sentences at
bottom


[illegible]


The image shows the front cover of a spiral-bound notebook. The cover is a light beige or cream color with a subtle, mottled texture. A silver-colored metal spiral binding is visible along the left edge. The title "CONCEPT MAPS AND MIND MAPS" is printed in a bold, orange, serif font, centered on the cover.

CONCEPT MAPS AND MIND MAPS

Definition

- ☞ Mind maps (i.e. hierarchical trees) can be used to take lecture notes in real time, but more often to organize concepts into a hierarchical tree.
- ☞ concept maps allow to visualize more complex relationships between different concepts.



 Finally, concept maps also can be used a design tool. For example, after the initial literature review for a paper or a thesis, a student may create a conjecture map that relates theory to design to observable process to outcomes.

My favourite pastimes

OUTDOORS

swimming

hiking in the hills

cycling on the country roads

INDOORS

watching Discovery channel

reading

playing mahjong

in the summer

standing in the rain

lying on the beach


eating strawberries in the garden

in the winter

skating on the lake

building snowmen



The background of the image is a spiral-bound notebook with a light beige, textured cover. The spiral binding is visible on the left side, with the metal wire looping through a series of holes. The text is centered on the right side of the notebook cover.

SQ3R

**A Reading -Study
Strategy**

SQ3R

 Survey

 Question

 Read

 Recite

 Review

How to Survey

- 📄 Look over the material
- 📄 Read the summary (if possible)
- 📄 Bring up background knowledge



Survey:

Look over the material



Title



Preview or introduction



Headings or subheadings



Visuals



Summary



Questions

Why Survey?

- Get the big picture
- Decide importance
- Know important points
- Connect known to unknown
- Prepare to read

How to Question

 Turn headings into questions

 Ask what

 Ask who

 Ask why

 Ask how

Why Question

 Stay focused

 Gives purpose

 Creates interest

How to Read Actively

 Look for answers to questions

 Talk

 Write in margins

 Highlight

 Stand up

Why Read

 To gain information

 To prepare for lecture

 To prepare for discussion

 To prepare for tests

How to Recite

 Put it in your own words

 Write a summary

 Write notes (in book or on paper)

 Create 3X5 cards

 Create a mind map

 Highlight

Why Recite?

 Retain information

 Check understanding

How to Review

 Check over notes


 Re-read highlights

 Immediately after reading



 Weekly

 Before tests

Quiz SQ3R

 Describe the steps of SQ3R
(Think about what the step is
and describe how and why you
would use it)

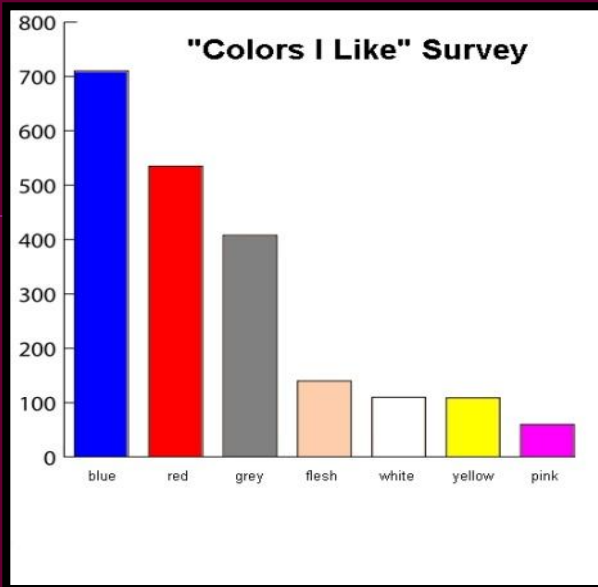
Charting



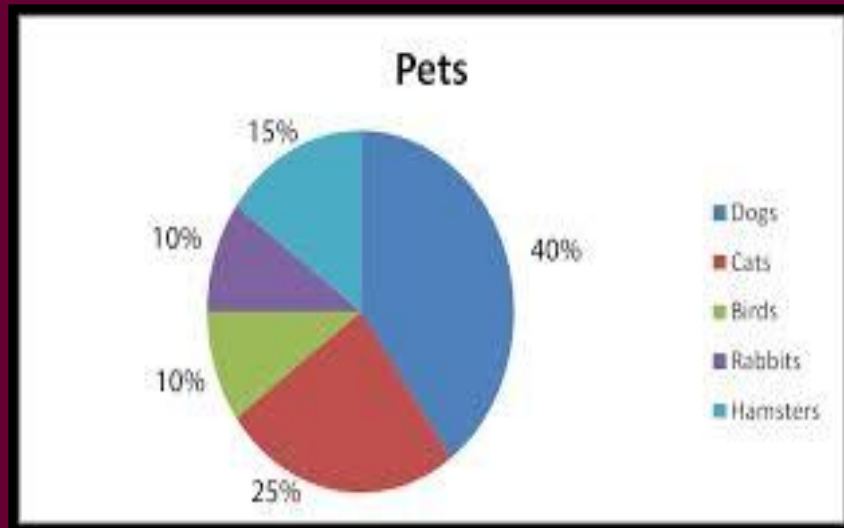
Charting is method that helps to summarize the most important concepts found in articles and to identify implicit relations (what concepts go together and which authors). This concept charting technique uses a table with columns representing concepts and rows representing a text.





The data of a chart can appear in all manner of formats, and may include individual textual labels describing the datum associated with the indicated position in the chart.




BAR CHART



PIE CHART



A chart can take a large variety of forms, however there are common features that provide the chart with its ability to extract meaning from data.



Data in a chart is represented graphically, since humans are generally able to infer meaning from pictures quicker than from text.



Any questions ?

THANK YOU

